

**CORRECTIONS STANDARDS AUTHORITY**

600 Bercut Drive  
Sacramento, CA 95814  
916-445-5073  
www.csa.ca.gov



January 23, 2006

Sheriffs; Chiefs of Police; Law Enforcement Facility Commanders:

Enclosed you will find the *2006 Survey of Law Enforcement Facilities* and the *Monthly Report on the Detention of Minors in Buildings that Contain Lockups<sup>1</sup>/Jails/Temporary Holding Facilities – 2006*. Sections 209 and 210.2 of the Welfare and Institutions Code (WIC) mandate the Corrections Standards Authority (CSA) collect this information from facility administrators to monitor compliance with applicable state and federal statutes and regulations. This survey will also help the CSA determine the number of facilities in California that contain jails, lockups, or holding facilities. The CSA has attempted to make this process as easy as possible for you and your staff while continuing to meet our statutory obligations.

Please complete and return the enclosed *2006 Survey of Law Enforcement Facilities* by **February 28, 2006**. A survey must be completed for every law enforcement facility that has received this letter, regardless of whether the facility contains a jail, lockup, or temporary holding facility or intends to detain minors. **Please distribute to all substations within your jurisdiction.**

If minors are detained in your facility and it contains a jail, lockup, or temporary holding facility (as specified on the *2006 Survey of Law Enforcement Facilities*), please complete and return the *Monthly Report on the Detention of Minors in Buildings that Contain Lockups/Jails/Temporary Holding Facilities – 2006* by the 10th of each month. A separate report must be submitted for each month of the 2006 calendar year.

Should you have any questions, please contact Allison E. Ganter at (916) 323-8617 or [allison.ganter@cdcr.ca.gov](mailto:allison.ganter@cdcr.ca.gov). We appreciate your continued assistance in gathering accurate and pertinent information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robert Takeshta".

Robert Takeshta, Deputy Director (A)  
Facilities Standards and Operations Division

Enclosures\*

\*Relevant forms, instructions, and the detention logs can also be downloaded from our website at [http://www.cdcr.ca.gov/DivisionsBoards/CSA/minors\\_lockups.htm](http://www.cdcr.ca.gov/DivisionsBoards/CSA/minors_lockups.htm)

Completed forms may also be submitted via email to [Analyst@cdcr.ca.gov](mailto:Analyst@cdcr.ca.gov).

<sup>1</sup> A "lockup" includes any secure enclosure or locked room under the control of a sheriff or other peace officer that is primarily used for the temporary confinement of adults upon arrest.